



THE SECRETARY OF HEALTH AND HUMAN SERVICES
WASHINGTON, O.C. 20201

C H A R T E R

NATIONAL DIGESTIVE DISEASES ADVISORY BOARD

Purpose

The National Digestive Diseases Advisory Board will review, periodically update, and evaluate the implementation of the current long-range plan to combat digestive and related diseases.

Authority

42 U.S. Code **285c-4**, Section 430 of the Public Health Service Act, as amended. This Board is governed by provisions of P.L. 92-463, as amended, (5 U.S.C. Appendix **2**), which sets forth standards for the formation and use of public advisory committees.

Function

The National Digestive Diseases Advisory Board shall review and evaluate the implementation of the current long-range plan; periodically update the Plan to ensure its continuing relevance; for the purpose of assuring the most effective use and organization of resources respecting digestive and related diseases, advise and make recommendations to the Congress; the Secretary; the Director of the National Institutes of Health; the Director of the National Institute of Diabetes and Digestive and Kidney Diseases; and the heads of other appropriate Federal agencies regarding the implementation and revision of the Plan; the Board shall maintain liaison with other advisory bodies related to Federal agencies involved in the implementation of the Plan, with the Digestive Diseases Coordinating Committee, and with key non-Federal entities involved in activities affecting the control of digestive and related diseases.

Structure

The National Digestive Diseases Advisory Board shall consist of eighteen appointed members, plus twelve nonvoting ex officio members. The Secretary shall appoint twelve members from individuals who are scientists, physicians, and other health professionals who are not officers or employees of the United States and who represent the specialties and

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disciplines relevant to digestive diseases; and six members from the general public who are knowledgeable with respect to digestive diseases, including at least one member who suffers from the disease and one member who is a parent of a person who suffers from the disease. Of the appointed members at least five shall by virtue of training or experience be knowledgeable in health education, nursing, data systems, public information, and community program development.

Ex officio members of the Advisory Board shall be the Assistant Secretary for Health; the Director of the National Institutes of Health; the Director of the National Institute of Diabetes and Digestive and Kidney Diseases; the Director of the Division of Digestive Diseases and Nutrition of the National Institute of Diabetes and Digestive and Kidney Diseases; the Directors of the National Institute on Aging, the National Institute on Alcohol Abuse and Alcoholism, the National Institute of Allergy and Infectious Diseases, the National Cancer Institute, and the National Institute of Child Health and Human Development; the Director of the Centers for Disease Control; the Chief Medical Director of the Department of Veteran Affairs; the Assistant Secretary of Defense for Health Affairs; (or the designees of such ex officio members); and such other officers and employees of the United States as the Secretary deems necessary for the Advisory Board to carry out its functions.

Members are invited to serve for overlapping four-year terms. Terms of more than two years are contingent upon renewal of the Advisory Board by appropriate action prior to its expiration. Any member appointed to fill a vacancy for an unexpired term shall be appointed for the remainder of such term. A member may serve after the expiration of the member's term until a successor has taken office. If a vacancy occurs on the Advisory Board, the Secretary shall make an appointment not later than 90 days from the date the vacancy occurred.

The members of the Advisory Board shall select a Chair from among the appointed members.

In carrying out its functions, the Advisory Board may establish subcommittees, convene workshops and conferences, and collect data. Such subcommittees may be composed of Advisory Board members and nonmember consultants with expertise in the particular area addressed by such subcommittees. The Department Committee Management Officer will be notified upon establishment of each subcommittee, and will be provided information on its name, membership, function, and estimated frequency of meetings.

Management and support services shall be provided by the Office of the Director, National Institute of Diabetes and Digestive and Kidney Diseases, National Institutes of Health.

Meetings

Meetings shall be held at least four times a year at the call of the Chair with the advance approval of a Government Official, who shall also approve the agenda. In addition, the subcommittees of the Advisory Board may hold such meetings as are necessary to enable them to carry out their activities. A Government official shall be present at all meetings.

Meetings shall be open to the public except as determined otherwise by the Secretary; notice of all meetings shall be given to the public.

Meetings shall be conducted, and records of the proceedings kept, as required by applicable laws and departmental regulations.

Compensation

Members who are not full-time Federal employees shall be paid at the rate of \$150 a day, plus per diem and travel expenses as authorized by Section 5703, Title 5, United States Code, for persons in the Government Service employed intermittently. Members who are officers or employees of the United States shall not receive compensation for service on the Advisory Board.

Annual Cost Estimate

The estimated annual cost for operating the National Digestive Diseases Advisory Board, including compensation and travel expenses but excluding staff support is \$214,589. The estimate annual staff years of support is .25 at an estimated cost of \$26,566.

Reports

An annual report shall be prepared not later than December 31 for submission to the Secretary through the Assistant Secretary for Health, and the Director, National Institutes of Health, which shall contain, as a minimum, the Board's functions, a list of members and their business addresses, the dates and places of meetings, and a summary of the Board's activities and recommendations during the year. A copy of the report shall be provided to the Department Committee Management Officer.

Duration

Continuing (Charter will terminate on September 30, 1994.)

Approved:

27 1992

Date



Louis W. Sullivan, M.D.
Secretary